



## STEM School Highlands Ranch SAC Monthly Notes December 19, 2018

Meeting Date: 12.19.18

Meeting Location: STEM School: The SYNC Room 113

Time: 6:00pm – 8:00pm

### Present:

Lauren Pickett, SAC Chair

Kelly Reyna, SAC Vice Chair

Amy Winans, SAC Recorder

Tom Wendling DAC Rep

Ed Spencer, Parent Rep

Anne Marie Blackburn, Parent Rep

Ishmeet Kalra, Parent Rep

Karen Ramon, Secondary Rep

Deb Marshall, Elementary Rep

Dr. Karen Johnson, Dir of Curriculum and Accountability

### Absent:

Susan Mays, Community Rep

Erin Gomez, PTO Rep

Roy Martinez, (board member)

### Guests:

None

Meeting was called to order at 6:03 by Lauren Pickett. Ishmeet and Anne Marie didn't get a copy of the minutes. We will table the acceptance of the November minutes until next meeting so Ish and AMB can review.

### Principal Report:

Reported on by Dr. Karen Johnson. Focus on UIP. There has been feedback on who to ask for certain questions. (i.e. Leanne Weyman for mission and vision etc..) They have a 5 minute stand up meeting for admin everyday to check in and ask questions or ask for help or discuss wins. Survey is going out to parents. We need to add 10 minutes a day. What do you want it to look like? Now 1<sup>st</sup> and 10<sup>th</sup> periods are having to go since a lack of kids. Wouldn't take effect until next fall.

### Teacher Report:

ES report by Deb Marshall. Nothing to report.

Secondary Report by Karen Ramon. Karen spoke about the teacher feedback team report: They have worked out some clarification of roles in admin which is good news. Ending semester now. Areas of concern: STEM doesn't have a HR rep. If there is an issue, you go to your direct supervisor. Last year STEM had more of a HR clerk, not a HR person per se.



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Looking for ideas from SAC in what other schools do. Karen Johnson said the handbook has guidelines for how to proceed. Report to Kathy Falter. Regular schools have a HR rep they could go to. DCSD doesn't have that for us because STEM does our own hiring. Anne Marie inquired how many new teachers in HS. 13 new teachers at Secondary level.

ES was brought up again in the meeting about planning time.

Dads in the building was brought up again. Donuts for Dad? Possible? PTO would be doing that. If the dads did driveline, it would free up the teachers another 20-30 minutes each day this was done.

Watchdads was looked into. There is a fee so it didn't seem like it would be a fit. Some moms would like to join, or grandparents. Might pose a problem.

AMB (Anne Marie) asked many inquiring questions about how the process works for getting more planning time. Karen Johnson answered.

Deb Marshall says driveline isn't the problem. Difference is MS/HS can do work in front of the kids while ES cannot (Grading for example)

The subject was discussed at length and tabled.

### **DAC Report:**

Tom Wendling gave a report on DAC. There was no meeting.

**PTO Report:** No rep so no report. KJ said the meeting went over the funding requests, the process and submitted to the Foundation for checks.

### **BOD Report:**

Given by Lauren Pickett no board meeting this month.

**Unfinished Business:** No unfinished business

### **New Business:**

AMB and Ish suggest a sub-committee to discuss ES Teacher planning time. AMB volunteered to head this up. Tom inquired about the UIP and its function. Teacher planning issue is separate from UIP. Debate over what the function of UIP vs SAC. How much should SAC be involved. UIP is more data driven.

UIP report from KJ.

No update about community rep. Tom tried contacting again our former community rep but has received no response. What do we want to do with a community rep? Discussed that 3 meetings unexcused absences equates to being dismissed from sac.



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Tom has business cards from people who came to visit the school. He will reach out to see if anyone is interested.

Tom moves to vote to remove Susan Mays from SAC because of absenteeism and by-laws. Ed seconded, majority agrees. Motion passed. Susan Mays is no longer our community rep. We will look for a new one.

Community Rep cannot be a parent

Deb suggested the home builder across the street to start a relationship that would be mutually beneficial. If they understood the school and we understood the development, they could use the close school as a selling point.

Kelly spoke about the parents who are parking illegally across the street. She has noticed quite a few parents illegally parking.

Kelly asking if parents can put notes on windshields to remind parents to follow CO law. Going to ask Robert first.

KJ talked about UIP. She gave us a blank UIP form and walked us through how it is done.

Done every 2 years and due April 15, 2019.

Priority Performance Challenges are the yellow box

In April it has to be uploaded to state.

For the State Accountability section the CDE fills it in from data

Our plan will cover the next two years. (2018-2019 and 2019-2020)

Section 2 is where we really start as CDE does Section 1.

Only need to do one UIP for the school, not one for each level of school.

Lauren wanted to know if anyone was interested in being on the subcommittee for the UIP.

She'll send out an email with more info.

KJ did the "Copy from last year" button to see how it imports the info from last year.

### **Open Forum:**

No public comment.